California Department of Education
Child Development Division
Form CD 8604 (Revised December 2003)
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EQUIPMENT INVENTORY

AGENCY	SITE NAME		PROGRA	M TYPE	FUNDING SOURCE	
ITEM DESCRIPTION 1	SERIAL NUMBER	COST	ACQUISITION DATE	SERVICE REMOVAL ²		
Example: Packard Bell desktop computer	12345678-9011	\$1200	12/26/1996	06/05/2003	Donated	
I certify the information contained in this equipment inventory represents a complete and accurate disclosure of items purchased with California Department of Education funds. Signature:						

¹ List each piece of equipment purchased, in whole or in part, with child care services funds provided by the California Department of Education.

² Enter date the item was removed from service and its disposition. Equipment can be either donated to another CDE funded service provider or transferred to the California Dept. of General Services, Surplus Property/Reutilization. Contact the Child Development Division to find out more about the property transfer option. In the event of an equipment sale to achieve disposal, any proceeds received shall be deposited in the respective fund account.